

**COUNTY OF SAN LUIS OBISPO BOARD OF SUPERVISORS
AGENDA ITEM TRANSMITTAL**

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|--|---|--|----------------------|
| (1) DEPARTMENT Planning and Building | (2) MEETING DATE 6/21/2016 | (3) CONTACT/PHONE Brian Pedrotti, Planner / (805) 788-2788 | |
| (4) SUBJECT Request to award a consulting contract to RS&H, California, for Special Services to provide airport land use-related consultant services to the San Luis Obispo County Airport Land Use Commission (ALUC) in the amount of \$59,260. Districts 2, 3, and 4. | | | |
| (5) RECOMMENDED ACTION It is recommended that the Board approve and direct the Chair to sign a Special Services consulting contract with RS&H, California to provide airport land-use related consultant services. | | | |
| (6) FUNDING SOURCE(S) General Fund | (7) CURRENT YEAR FINANCIAL IMPACT \$59,260 | (8) ANNUAL FINANCIAL IMPACT \$59,260 | (9) BUDGETED? Yes |
| (10) AGENDA PLACEMENT <input checked="" type="checkbox"/> Consent <input type="checkbox"/> Presentation <input type="checkbox"/> Hearing (Time Est. ____) <input type="checkbox"/> Board Business (Time Est. ____) | | | |
| (11) EXECUTED DOCUMENTS <input type="checkbox"/> Resolutions <input checked="" type="checkbox"/> Contracts <input type="checkbox"/> Ordinances <input type="checkbox"/> N/A | | | |
| (12) OUTLINE AGREEMENT REQUISITION NUMBER (OAR) 19001662 | | (13) BUDGET ADJUSTMENT REQUIRED? BAR ID Number: <input type="checkbox"/> 4/5 Vote Required <input checked="" type="checkbox"/> N/A | |
| (14) LOCATION MAP N/A | (15) BUSINESS IMPACT STATEMENT? No | (16) AGENDA ITEM HISTORY <input checked="" type="checkbox"/> N/A Date: _____ | |
| (17) ADMINISTRATIVE OFFICE REVIEW Lisa M. Howe | | | |
| (18) SUPERVISOR DISTRICT(S) Districts 2, 3, and 4 | | | |

County of San Luis Obispo



TO: Board of Supervisors

FROM: Planning and Building / Brian Pedrotti, Planner

DATE: 6/21/2016

SUBJECT: Request to award a consulting contract to RS&H, California, for Special Services to provide airport land use-related consultant services to the San Luis Obispo County Airport Land Use Commission (ALUC) in the amount of \$59,260. Districts 2, 3, and 4.

RECOMMENDATION

It is recommended that the Board approve and direct the Chair to sign a Special Services consulting contract with RS&H, California to provide airport land-use related consultant services.

DISCUSSION

The special consultant services that will be provided by RS&H will establish a foundation of technical data and airport planning best practices. This information will ultimately be utilized by the ALUC to formulate an updated Airport Land Use Plan. Another overarching goal of the consultant services is to continue to improve communication and information sharing related to land use planning in the vicinity of the San Luis Obispo County Regional Airport. This is a critically important factor since the County owns and operates the airport, the ALUC determines land use regulations around the airport, and the City of San Luis Obispo surrounds the northern portions of the airport and is significantly affected by airport land use determinations.

With the help and facilitation of Caltrans, the San Luis Obispo Airport Collaborative (SLOAC) was created in an effort to improve communication and information sharing primarily between the ALUC and the City. To fully implement this cooperative process, the County Planning and Building Department, Airports Management, ALUC and Caltrans are included as partner agencies. Three productive and cooperative SLOAC meetings occurred between January and April of 2016. Among the results from the SLOAC, was the recommendation to form a Technical Advisory Committee (TAC) that would provide technical advice and direction for consideration by the ALUC. This committee would be made up of members from the ALUC, County, County Airports Management, City and Caltrans. At the May 25, 2016, the ALUC directed staff to prepare a resolution to allow them to form a TAC at a subsequent ALUC meeting.

The attached consultant contract in Attachment 1 is a contract between the County and RS&H, California, an independent contractor, for special services to provide airport land use-related consultant services to the County of San Luis Obispo Airport Land Use Commission. The proposed scope of work includes a number of services to be performed, including reviewing background materials, a review and comparative analysis of existing airport-related documents, providing Airport Land Use Plan (ALUP) amendment recommendations, public outreach, and attendance at TAC meetings. Each task is detailed further within the attached scope of work (see Attachment 1).

The attached contract will initiate this first phase of airport land use-related services up to a maximum of \$59,260 (see Attachment 1). Future needed services are anticipated to complete an amendment to the San Luis Obispo County Airport Land Use Plan. Staff anticipates that this is a one-time County expense as it plans to seek any and all available grants and/or contributions from partner agencies if and when the ALUC elects to proceed with phase two.

OTHER AGENCY INVOLVEMENT

County Counsel reviewed the contracts as to legal form and effect. The Airport Land Use Commission, at its regularly scheduled meeting on April 20, 2016, reviewed the draft contract and directed staff to proceed with agendaizing approval of the contract by the Board.

FINANCIAL CONSIDERATIONS

The contract with RS&H California is for a total of \$59,260. Funding for this contract is included in the FY2015-2016 budget. As indicated above, staff plans to seek outside funding sources in connection with any formal amendment to the Airport Land Use Plan for the San Luis Obispo County Regional Airport.

RESULTS

Awarding the contract to RS&H, California will allow the Planning and Building Department to move forward with the first phase of airport land-use related scope of work.

ATTACHMENTS

1. Attachment 1 - Contract, Scope of Work, and Cost Estimate